<table>
<thead>
<tr>
<th>Section/Topic</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>SILVER SCHOOL OF SOCIAL WORK MISSION STATEMENT</td>
<td>3</td>
</tr>
<tr>
<td>SECTION III: RIGHTS AND RESPONSIBILITIES</td>
<td>4</td>
</tr>
<tr>
<td>Essential Abilities and Attributes for Social Work Students</td>
<td>4</td>
</tr>
<tr>
<td>Ethical Use of Social Media in Practice</td>
<td>5</td>
</tr>
<tr>
<td>Professional Misconduct and Discipline</td>
<td>5</td>
</tr>
<tr>
<td>Advisory Committee on Academic Integrity</td>
<td>7</td>
</tr>
<tr>
<td>Dual Relationships</td>
<td>8</td>
</tr>
<tr>
<td>Student Standing Committee (SSC)</td>
<td>8</td>
</tr>
<tr>
<td>Procedures of the Student Standing Committee (SSC)</td>
<td>9</td>
</tr>
<tr>
<td>Student Grievances</td>
<td>11</td>
</tr>
<tr>
<td>University Policies</td>
<td>13</td>
</tr>
</tbody>
</table>
The mission of the Silver School of Social Work at New York University is to educate professionals in a global perspective for social work practice with individuals, families, groups, and communities and to provide leadership in the development of knowledge relevant to social work practice in a complex urban environment.

The School seeks to fulfill its mission by building and transmitting knowledge that will help to alleviate human suffering, enhance the vitality and caring capacity of communities, and promote the ideals of a humane and just world.

The School is committed to the core social work values of: belief in the dignity and worth of all individuals; the centrality and power of caring human relationships; a commitment to social and economic justice that includes freedom from all forms of oppression and access to social goods; and a dedication to practicing with integrity and the highest level of competence. The School offers programs at the undergraduate, master’s, and doctorate level.

The Bachelor of Science in Social Work (BS) provides students with the knowledge, skills, and ethical standards necessary for beginning social work practice. The BS program is grounded in the liberal arts and emphasizes human rights, social justice and advocacy, which establishes the foundation graduates need to effectively address the social problems of today’s world.

The Master in Social Work (MSW) educates professionals for the pursuit of social justice with an emphasis on direct social work practice that aims to improve biopsychosocial functioning through helping relationships. Dedicated to excellence in integrating teaching and learning in both classroom and community contexts, the MSW Program prepares its graduates to apply critical thinking, research-based knowledge and practice wisdom to restore, maintain, and enhance the functioning and well-being of individuals, families and communities, and promote effective and equitable social policies and social services.

The Doctor of Philosophy in Clinical Social Work (PhD) prepares its graduates to be the intellectual leaders of the social work profession. Students in the PhD program learn to engage in practice-based research and the development of theories relevant to practice, to disseminate new knowledge through professional writing and speaking, and to educate future generations of social workers.

The Doctor of Social Welfare Program in Clinical Social Work (DSW) trains advanced clinical social work practitioner-scholars to assume leadership positions in clinical social work education and agency-based behavioral health practice settings. Through the promotion of practice-relevant scholarship, the program prepares graduates to develop new clinical social work knowledge and skills to advance social work practice and education benefiting client populations-at-risk.

The School is committed to the education of its students in collaboration with community partners and the advancement of the social work profession through the scholarly contributions of its faculty.
SECTION III: RIGHTS AND RESPONSIBILITIES

Essential Abilities and Attributes for Social Work Students

Students at the New York University Silver School of Social Work are expected to possess the following abilities and attributes at a level appropriate to their year in the program. These physical, cognitive, emotional and character requirements provide reasonable assurance that students can complete the entire course of study and participate fully in all aspects of social work education and practice. Students are expected to meet these standards in the classroom, in their practica, and elsewhere. Attention to these standards will be part of evaluations made by faculty during students’ course of study. Acquisition of competence as a social worker is a lengthy and complex process that will be undermined by significant limitations of the student’s ability to participate in the full spectrum of the experiences and the requirements of the curriculum.

- Motor Abilities: Social work students need to have sufficient motor abilities to attend class and practicum placement with or without technical accommodation. Reasonable accommodation through technology for limitations in motor abilities will be allowed. The Moses Center for Students with Disabilities may be consulted regarding reasonable accommodations.

- Sensory Abilities: Social work students need to have the ability through their senses to participate in classes and practicum placement and to acquire and integrate data through use of their senses with or without technical accommodation. Reasonable accommodation through technology for limitations in sensory abilities will be allowed. The Moses Center for Students with Disabilities may be consulted regarding reasonable accommodations.

- Communication Skills: Social work students need to communicate effectively with other students, faculty, staff, clients and other professionals. Students should be able to express their ideas and feelings clearly and demonstrate a willingness and ability to listen to others. They must have sufficient skills in spoken and written English to understand program content.

- Professional Commitment: Social work students need to possess a commitment to the values and ethical standards of professional social work. They are expected to be knowledgeable about and adhere to the National Association of Social Workers Code of Ethics.

- Knowledge Base of Social Work Practice: Social work students need to recognize the distinctive components of the biopsychosocial perspective of social work practice and social work methodologies. They are expected to use this knowledge in guiding their work with clients and other professionals.

- Self-awareness: Social work students need to know how their values, attitudes, beliefs, emotions and past experiences affect their thinking, behavior and relationships. Students must be willing to examine and change their behavior when it interferes with working with clients and other collaborative professional relationships.

- Empathy: Social work students need to comprehend another individual’s way of life and values. They must be able to communicate this empathy and support to the client as a basis for a productive professional relationship.

- Objectivity: Social work students need to be objective in systematically evaluating clients and their situations.

- Valuing Diversity: Social work students need to appreciate and value human diversity. They must serve in an appropriate manner all persons in need of assistance, regardless of the
person’s age, class, race, ethnicity, religious affiliation, gender and its expression, ability, sexual orientation and value system.

- Interpersonal Skills: Social work students need to demonstrate the interpersonal skills to relate effectively and sensitively to students, faculty, staff, clients and other professionals.
- Leadership: Social work students need to show initiative in making professional contributions in their practice setting.
- Self-care: Social work students need to recognize the signs of stress, develop appropriate means of self-care, and seek supportive resources if necessary.
- Professional Behavior: Social work students need to behave professionally by knowing and practicing within the scope of social work, adhering to the Code of Ethics, respecting others, being punctual and dependable, prioritizing responsibilities, and completing assignments on time.

**Ethical Use of Social Media in Practice**

In order to ensure the most appropriate and effective use of social media and to avoid unique challenges that social media usage may create, students should use ethical principles as outlined in the NASW Code of Ethics as a guide to practice. Specific guidelines on social media content and presence may differ at different agencies and institutions. Students are responsible for gaining clarity on these guidelines before sharing information and experiences, whether for professional, educational, or personal purposes, on social media outlets. In general, students should keep in mind the following:

- Social work students should avoid conflicts of interest that interfere with the exercise of professional discretion and impartial judgment, and should avoid dual or multiple relationships with clients.
- Students should respect a client’s right to privacy, and should not solicit private information unless it is immediately relevant.
- Students should not discuss confidential information in any setting unless privacy can be ensured.
- Students should not permit their private conduct to interfere with their professional work, and should make clear distinctions between statements and actions made as a private individual and as a social work professional.

**Professional Misconduct and Discipline**

*Policy on Plagiarism and Academic Integrity*

A professional social work degree should represent genuine learning and readiness to undertake responsibilities that include adhering to the social work Code of Ethics. The degree's integrity must be carefully safeguarded. Faculty is responsible for helping students learn to understand and value other people's ideas, to use resources and conscientiously acknowledge them, and to develop and clarify their own thinking. In addition, all the usual academic norms addressing honesty in academic performance, such as following all of the rules involving examinations of any kind, must be scrupulously followed. Failure to do so can result in dismissal from the program.

All students are expected to pursue the highest standards of academic excellence and integrity. Students must adhere to the norms of a serious professional community. A student's responsibilities include the following:
• A duty to respect the efforts of others by submitting his or her own academic work and case recordings.
• A duty to acknowledge properly the efforts of others.
• A duty to safeguard and respect the property and rights of others.

The following is a link to the University Policy on Academic Integrity for Students:
www.nyu.edu/about/policies-guidelines-compliance/policies-and-guidelines/academic-integrity-for-students-at-nyu.html.

Definition of Plagiarism
In order to make the rules with regard to what does and does not constitute a breach of academic ethics as clear as possible, the faculty has formally clarified the definition of plagiarism for NYU School of Social Work as follows:

• Plagiarism constitutes both academic misconduct and a breach of professional trust.
• Plagiarism is presenting someone else's work, either academic or field related, as though it were your own.
• More specifically, plagiarism is to present as your own a sequence of words quoted without quotation marks from another writer; a paraphrased passage from another writer's work; facts or ideas gathered, organized, and reported by someone else, orally and/or in writing, without attribution.
• Since plagiarism is a matter of fact, not of the student's intention, it is crucial that acknowledgment of sources be accurate and complete.
• Even where there is no conscious intention to deceive, the failure to make appropriate acknowledgment constitutes plagiarism.

Ways to Avoid Plagiarism
• Familiarize yourself with the Publication Manual of the American Psychological Association.
• When taking notes from any written material (published or not) summarize, do not paraphrase. If you are not sure about this, check with your instructor. Even summaries should be acknowledged in your presentation since the idea and often the manner in which the material is organized is the work of someone else.
• When someone else has said something so well that you want to include it in your work, be sure to copy it exactly, follow APA quotation guidelines and cite the copied portion(s) appropriately.
• Students are fully responsible for any work they submit. If the work is typed by a typist, students must read the finished work to be sure that no references or quotation marks have been omitted.
• If you allow another student(s) to copy your work (including computer programs and research data) and submit it as their own, or if you submit a copy of someone else's work and claim it as your own, you have plagiarized.
• Understand that your reader will want to know the sources you used in your research/writing and may be concerned about phrasing that is not like your usual writing style. Online material must be clearly referenced as well.
It is recommend that you cite electronic sources in the same manner you would non-electronic sources. Additionally, you must include all the electronic retrieval information needed for others to locate the sources you cited (i.e. web URLs or DOIs).

Advisory Committee on Academic Integrity

Purpose
The purpose of the Advisory Committee on Academic Integrity (CAI) is to review and provide a disposition of problems or issues related to academic integrity.

All faculty, students, and other parties may refer matters concerning student or faculty academic integrity. All referring parties may consult or file a formal complaint with the Committee. If filing a formal complaint against a student or faculty member the CAI will inform the relevant student, academic advisor, or faculty member.

All matters referred to the CAI will be considered confidential.

Procedures
1. Consultation with the Committee
Parties who wish to consult with the Committee may do so by sending a memo to the chairperson of the CAI setting forth the basis for the request.
   a. The CAI will review the memo requesting consultation within two weeks.
   b. The CAI will transmit an opinion in writing to the party requesting consultation and any other relevant party within two weeks of their review.

2. Filing a Formal Complaint Concerning a Student
A party who wishes to lodge a formal complaint may do so by sending a memo and documentation to the chairperson of the CAI. Formal complaints must be accompanied by documentation in support of the allegation concerning the violation of academic integrity. A student against whom a complaint is filed may submit a written response to the allegation.
   a. The CAI will review the allegation and supporting documents within thirty days.
   b. The CAI will forward a written recommendation to the Dean for action within two weeks of their completed review.
   c. A copy of the recommendation will be sent to the party who filed the complaint.
   d. The Dean will inform the CAI of the decision.
   e. A written summary will be given to the student and be placed in the student’s permanent file.

3. Filing a Formal Complaint Concerning Faculty
A formal complaint may be lodged by sending a memo and documentation to the chairperson of the CAI. Formal complaints must be accompanied by documentation in support of the allegation concerning the violation of academic integrity. A faculty member against whom a complaint is filed may submit a written response to the allegation.
   a. The CAI will review the allegation and supporting documents within thirty days.
   b. The CAI will forward a written recommendation to the Dean for action within two weeks of their completed review.
   c. A copy of the recommendation will be sent to the individual who filed the complaint.
   d. The Dean will inform the CAI of the decision.
e. A written summary will be given to the faculty member and be placed in the faculty member’s permanent file.

4. Appeal Process
If a student wishes to appeal the decision of the Dean, the student can submit a written appeal to the NYU Office of Student Affairs in order to invoke a Student Grievance Procedure.

If a faculty member wishes to appeal the decision of the Dean, the faculty member can request that a five member ad hoc committee be appointed by the Office of the Vice Provost (NYU Faculty Handbook).

Dual Relationships
As stated in the NASW Code of Ethics, dual professional/personal relationships must be avoided whenever possible. Because of the clinical nature of the BSW, MSW, PhD, and post-graduate programs of the School, the faculty adopted the following statement in 1991:

In order to avoid even the semblance of a conflict of interest, full-time faculty members may not take any student into treatment, whether enrolled in the School of Social Work as a full-time or part-time, undergraduate, master’s, or doctoral student.

Students in treatment with members of the full-time faculty prior to admission to the School may not enroll in classes taught by or become advisees of their therapists. It is the responsibility of each faculty member to ensure compliance with this policy.

In addition, any student who is in an uncomfortable situation regarding a dual relationship of any kind can seek guidance and assistance from his/her Faculty Advisor, Program Director, or other faculty members at the School.

Student Standing Committee (SSC)
The Student Standing Committee reviews students enrolled in the professional degree programs (BS and MSW), who have been referred for reports of unethical or unprofessional behavior in the classroom, field setting and school community at large. Upon review if the committee determines that a student’s behavior meets the standards of unprofessional or unethical behavior the committee recommends appropriate action to the Dean.

Unprofessional/unethical behavior includes but is not limited to the following: Commission or omission of any act which does not conform to generally accepted standards of responsible professional behavior, such as harassing, coercing or intimidating any member of the school community during activities directly related to classroom instruction, Field placement, or within the administrative offices of the school, on the basis of a protected category (e.g. gender, gender expression, race, ethnicity, religion, disability, age, national origin or sexual orientation); improper disclosure through email, internet websites or postings of confidential information, including but not limited to, students, clients or Field placements; misuse, alteration or fabrication of documents, or records related to the student’s Field placement; inappropriate relationships and/or boundary violations with clients, staff, or other students; failure to disclose a potential conflict or threat (e.g. NASW Code of Ethics).
Academic Disruption/Interference behaviors that interfere with an academic activity (e.g. class, advising session, lecture, workshop) such as persistently talking without being recognized; creating noise that obstructs the learning process; repeatedly interrupting others; maliciously or inappropriately mocking or ridiculing another’s work or comments; speaking in an abusive or derogatory manner; engaging in acts of physical aggression; or deliberately engaging in other behaviors that have the effect of compromising the learning process. (e.g. University Student Conduct Policies)

The committee will exclude matters that should go to the Committee on Academic Integrity. If the decision regarding the appropriate committee (SSC or CAI) is not clear, the chairs of the CAI and SSC will consult in order to determine which committee will review the matter.

All members of the School community (faculty, field instructor, students and staff) can make a referral to the SSC.

The SSC Committee shall consist of five (5) elected faculty members (two tenured, one tenure track, two clinical full-time faculty members,) and two (2) student members. The Office of Student Affairs will coordinate selection of the student. Members of the Committee shall serve staggered 2-year terms.

**Procedures of the Student Standing Committee (SSC)**

*Section 1. Purpose*
1.1 The Student Standing Committee reviews students enrolled in the academic degree programs (BS, MSW), who have been referred for reports of unethical or unprofessional behavior in the classroom, field setting and school community at large. Upon review if the committee determines that a student’s behavior meets the standards of unprofessional or unethical behavior the committee recommends appropriate action to the Dean.

*Section 2. Rights and responsibilities of each party*
2.1 The Chair will inform the student that he or she has the right to exclude either or both student members from the hearing and that the exercise of that right must be made in writing to the Chair.  
2.2 Any member of the SSC who has a conflict of interest or the appearance of such a conflict should excuse himself or herself from a specific case.  
2.3 The student will be given a copy of the written complaint in advance of the hearing.  
2.4 The student has the right to submit a written response to the written complaint in advance of the meeting.

*Section 3. Procedures*
3.1 All members of the School community (faculty, field instructors, students, and staff) can make a referral to the SSC. A party who wishes to lodge a complaint may do so by sending a memo and documentation to the chairperson of the SSC. Referrals must include any stated School/University policy or professional conduct violations and any attempts that have been made to resolve the issue.

3.2 The SSC Chair will inform the student, the complainant, and the other directly relevant parties regarding the referral, information regarding the SSC procedures, and the rights and responsibilities of all parties. In addition, the Chair will encourage the student to seek support from the Student Affairs Office.
3.3 The Chair will convene the hearing as soon as it can be arranged, with every effort being made to convene it within ten (10) working days. The SSC will consist of five (5) elected faculty members (two tenured, one tenure track, and two clinical full-time faculty members) plus two student members (one graduate and one undergraduate student). The five elected faculty members will elect a Chair. The Office of Student Affairs will coordinate with a relevant group to select the two student members. The members of the SSC shall serve staggered 2-year terms. In addition to the SSC committee members, parties who may participate in the hearing include the Faculty Advisor, the field instructor if the alleged violation occurred in a field setting, and/or the course instructor if the alleged violation occurred in a classroom or course. The Chair may invite additional relevant participants as necessary. If all 5 faculty members are not available, given the time constraints, the SSC hearing may consist of three faculty members plus one student representative.

3.4 The student shall be advised that she or he may invite a person to attend the hearing in an advisory or support capacity. The student shall not be permitted to bring an attorney or law student. The student’s invited supporter is not allowed to question, cross-examine, or voluntarily contribute directly in the SSC hearing. Participation as an advisor/supporter is voluntary and any faculty, student, or staff member can decline the student’s invitation to attend the meeting. The SSC Chair must be notified in advance if such a person will be present.

3.5 Prior to the hearing, the SSC will review all material submitted. At the hearing, the SSC will hear oral presentations from the participating parties, deliberate in private, and determine whether a student’s behavior meets the standards of unprofessional or unethical behavior.

3.6 If the SSC determines that a student’s behavior meets the standards of unprofessional or unethical behavior, according to University and professional social work standards, the committee will convey their conclusion about the allegation and recommend appropriate action to the Associate Dean for Academic Affairs. Recommendations may include, but are not limited to: placement on probationary status, a change in Field placement, a leave of absence or dismissal from the program.

3.7 The Associate Dean makes the final decision regarding the alleged violation.

3.8 Notification: Within five (5) working days, a written summary of the hearing and recommendations will be prepared and sent to the Associate Dean for Academic Affairs. A copy of the Associate for Academic Affairs’ decision will be sent to the SSC, Dean, the student, the complainant and others who meet the “need to know” policy. A copy of the written summary and decision will also be included in the student’s permanent file.

Section 4. Submission of Materials in Preparation for the Hearing

4.1 Materials pertaining to a student’s performance while enrolled at the School shall be assembled and made available to the SSC.

4.2 Written material for the hearing will be prepared and submitted by the student, the complainant, and when appropriate, by the field instructor, classroom instructor, or other relevant parties.
4.3 All materials, except the student’s statement, must be submitted to the SSC at least five (5) working days before the hearing. Copies of written materials submitted to the SSC must be given to the student at least four (4) working days before the hearing. Student response statements must be submitted to the Chair at least two (2) working days before the hearing.

4.4 In order to protect confidentiality, all materials used by the SSC shall be returned to the Chair by all participants, including the student, with the exception that the student may retain his/her own notes. The Dean’s Office will retain one (1) set of all material in a confidential file.

Section 5. Appeal Process
5.1 The student or complainant may appeal the decision of the Dean by following the University's Student Grievance Procedure, available through New York University’s Student Community Standards Office/the Division of Student Affairs.
5.2 According to the University Student Grievance Procedure, only matter of process, not the substance of the decision, can be appealed.

Student Grievances
1. Application. These grievance procedures are available to any New York University student registered at the Silver School of Social Work to resolve any grievance involving an alleged violation directly affecting that student, by any member of the School community, of any of the written policies of the University or the School. Complaints of sexual harassment should be filed under the provisions of the formal procedure in such cases as set forth in the University Policy on Anti-Harassment and referenced in this manual.

2. Informal Resolution. Students wishing to grieve an alleged violation of School or University policy shall first contact, within fifteen (15) working days of any occurrence giving rise to the grievance or the time they could reasonably have learned of the occurrence, the person responsible for the matter being grieved (the respondent) and attempt to resolve the grievance informally. Students uncertain how to proceed may consult with the Assistant Dean for Student & Alumni Affairs. At the request of the student (grievant) or respondent, the Assistant Dean or other appropriate member of the School's faculty or administration shall assist the student grievant in this attempt at resolution by arranging a meeting of the parties, attending such meeting(s), and otherwise working toward resolving the grievance. This initial step in the procedure shall be handled privately and confidentially.

3. Formalizing the Grievance. If the matter is not resolved to the grievant’s satisfaction within fifteen (15) working days after the initial notification of the complaint and the attempt at informal resolution, the grievant may obtain formal review of the matter by submitting a written complaint within twenty (20) working days to the respondent and to the Assistant Dean for Student & Alumni Affairs, or, in the case that the Assistant Dean for Student & Alumni Affairs is a respondent, to the person appointed by the Dean of the School. The complaint must:
   a. state the written School or University policy that allegedly has been violated;
   b. describe the evidence supporting the alleged violation;
   c. indicate what redress or remedy the grievant seeks; and
   d. provide a brief history of the informal attempts made to resolve the grievance

4. Initial Review of the Grievance. If the grievance arises out of a program or educational activity of the School, the Dean’s office will designate a Grievance Officer to review the
complaint, who ordinarily will be director of the educational program in which the student is enrolled or his or her designee. If there is doubt about who the Grievance Officer should be, the Dean's office will determine who is the highest ranking person, with the exception of the Dean, to handle the matter. The Grievance Officer shall meet with the complainant and with such other persons as he or she shall deem appropriate for the purpose of ascertaining the facts and attempting to resolve the complaint. Within twenty (20) working days, the Grievance Officer shall render a written decision on the merits of the grievance to the grievant and to the respondent, with copies to the Dean of the School. The review conducted by the Grievance Officer and the written decision on the merits of the grievance shall be handled privately and confidentially.

5. The Judicial Board. If the grievant or the respondent does not accept the decision of the Grievance Officer, he or she may decide, within ten (10) working days of receipt of the Grievance Officer’s written decision to bring the matter before the Judicial Board of the School. The Judicial Board shall consist of five (5) members, two (2) of whom shall be students, two (2) of whom shall be tenured faculty members, and one (1) of whom shall be a clinical faculty member. All members of the School's Judicial Board shall be appointed annually by the Dean. Any member of the Judicial Board who has a conflict of interest or the appearance of such a conflict shall excuse themselves from a specific case, and a replacement member shall be appointed by the Dean for that case.

6. Powers of the Judicial Board. If the School's Judicial Board finds that there would be no violation of School or University policy even if all of the alleged facts and circumstances were as described by the grievant, the Board may dismiss the grievance. The Board may also choose to conduct any further proceeding that it deems is needed, provided that:
   a. It shall decide what is and is not relevant to the complaint and consider only matters relevant to the complaint being heard.
   b. It shall permit the grievant and the respondent to be accompanied by another person from within the School community during any proceeding if he or she wishes to have such a person present. However, the Judicial Board (Grievance Officer) must be notified in advance if such a person will be present.
   c. The Judicial Board shall render a written decision to the Dean of the School within twenty (20) working days of receiving the written request for review, with copies to the grievant, and the respondent. The decision shall include findings of fact, a statement of the School or University policy that is alleged to have been violated, an opinion on the validity of the grievance, and, if appropriate, recommendations for corrective action.

7. Procedures of the Judicial Board. The Judicial Board shall select one of its members to preside over each hearing of a grievance. Both parties (grievant and respondent) shall have access to all documents reviewed by the Board. They shall also have the right to be present at any hearing conducted by the Board and to question anyone who is asked to speak to the Board on the matter. The Judicial Board shall conduct its proceedings and deliberations privately and confidentially. Final deliberations of the Board shall be in closed session. Judicial Board decisions shall be by majority vote.
Appeal of the Decision of the Judicial Board.
The student or complainant may appeal the decision of the Judicial Board by following the University's Student Grievance Procedure, available through New York University’s Student Community Standards Office/the Division of Student Affairs.

University Policies
Statement and Guidelines on Bullying, Threatening and other forms of Disruptive Behavior

Academic communities exist to facilitate the process of acquiring and exchanging knowledge and understanding, to enhance the personal and intellectual development of its members, and to advance the interests of society. Essential to this mission is that all members of the University Community are safe and free to engage in a civil process of teaching and learning through their experiences both inside and outside the classroom. Accordingly, no student should engage in any form of behavior that interferes with the academic or educational process, compromises the personal safety or well-being of another, or disrupts the administration of University programs or services. Although any action that is interpreted as being disrespectful, distracting, or even disorderly can be disturbing to others, it may not constitute a form of Disruptive Behavior that is actionable under this policy.

Examples of disruptive behavior can be found within the statement guidelines. Students can report bullying, threatening and other forms of disruptive behavior to the Assistant Dean for Student Affairs at courtney.omealley@nyu.edu or 212-998-9189

Affirmative Action and Anti-Discrimination Policies

Inquiries regarding the application of the federal laws and regulations concerning affirmative action and anti-discrimination policies and procedures at New York University may be referred to the Vice Provost Frances White at 212.998.2181. Inquiries may also be referred to the Director of the Office of Federal Contract Compliance, U.S. Department of Labor.

Family Educational Rights and Privacy Act of 1974 (FERPA)

Among its several purposes, the Family Educational Rights and Privacy Act of 1974 (FERPA) was enacted to;

- Protect the privacy of students' educational records;
- Establish the rights of students to inspect and review their educational records;
- Provide students with an opportunity to allow inaccurate or misleading information in their educational records to be corrected.

For more specific information, you can go the NYU FERPA webpage. You can also contact Student Affairs, 1 Washington Square North, 212.998.5926.

New York University Sexual Misconduct, Relationship Violence, and Stalking Policy

New York University, including its Schools and other units, Global Network University sites, and all University Affiliates (together, “NYU”) seeks to maintain a safe learning, living, and working environment. To that end, this policy prohibits Sexual Misconduct, which includes Sexual or Gender-Based Harassment, Sexual Assault, and Sexual Exploitation. This policy also prohibits Relationship Violence, Stalking, and Retaliation against an individual for making a good faith
report of conduct prohibited under this policy. These prohibited forms of conduct are unlawful, undermine the character and purpose of NYU, and will not be tolerated.

NYU adopts this policy with a commitment to: (1) preventing Sexual Misconduct, Relationship Violence, Stalking, and Retaliation (together, “Prohibited Conduct”); (2) fostering a community in which such conduct is not tolerated; (3) cultivating a climate where all individuals are well-informed and comfortable in reporting Prohibited Conduct; and (4) identifying the standards by which violations of this policy will be evaluated. This policy defines Prohibited Conduct; outlines available resources and reporting options available to students and employees; and references the applicable investigative and disciplinary procedures. NYU will take prompt and equitable action to eliminate Prohibited Conduct, prevent its recurrence, and address its effects. NYU also conducts prevention, awareness, and training programs for students and employees to facilitate the goals of this policy.

NYU does not discriminate on the basis of sex or gender in its education or employment programs and activities.

TO WHOM THE POLICY APPLIES

This policy applies to NYU students (“Students”); NYU employees, including faculty and visiting faculty, professional staff, and administrators (“Employees”); contractors, vendors, or other third parties within NYU’s control (“Third Parties”); and visitors or guests of NYU (together, “Covered Persons”). This policy pertains to acts of Prohibited Conduct committed by Students, Employees and Third Parties when:

(1) the conduct occurs on NYU premises;

(2) the conduct occurs in the context of an NYU employment or education program or activity, including, but not limited to NYU-sponsored study abroad, research, or internship programs; or

(3) the conduct occurs outside the context of an NYU employment or education program or activity, but (i) has continuing adverse effects on NYU premises or in any NYU employment or education program or activity or (ii) occurs in close proximity to NYU premises and is connected to volatile conduct on NYU premises.

Other forms of discrimination, including discrimination based on race, religion, and disability, as well as any other form of sex-based discrimination not covered by this policy, are addressed by the Non-Discrimination and Anti-Harassment Policy and Complaint Procedures for Students.

NYU strongly encourages Covered Persons who become aware of an incident of Prohibited Conduct to report the incident to local law enforcement by contacting 911 (or equivalent in other jurisdictions) and to NYU by contacting NYU’s Title IX coordinator at 212-998-2352. Students may discuss the circumstances of their complaint confidentially.

New York University Policies on Substance Abuse and Alcoholic Beverages

New York University believes that the best way to maintain an appropriate campus environment with respect to drugs and alcohol is through preventive education about the dangers of drug abuse and compassionate attention to the needs of those who may require help with alcohol or other drug-related problems. To that end, the University provides on-campus support programs and services as well as information about related services that are available in the local community.
Information about these programs and services may be obtained at www.nyu.edu/nyuhc/ or by calling 212.443.1234.

In addition to policies and practices that emphasize concern for the welfare of individuals, the University also recognizes the importance of maintaining the safety and well-being of the community as a whole.

*University Student Conduct Policies*

All university student conduct policies and general rules of conduct for students can be found at https://www.nyu.edu/about/policies-guidelines-compliance/policies-and-guidelines/university-policy-on-student-conduct.html